

# Appendix B.

## NAICS Codes and Definitions

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### **511 PUBLISHING INDUSTRIES**

This NAICS industry group includes establishments classified in the following NAICS industries: 5111, Newspaper, Periodical, Book, and Directory Publishers; and 5112, Software Publishers.

#### **51111 NEWSPAPER PUBLISHERS**

This industry comprises establishments known as newspaper publishers. Establishments in this industry carry out operations necessary for producing and distributing newspapers, including gathering news; writing news columns, feature stories, and editorials; and selling and preparing advertisements. These establishments may publish newspapers in print or electronic form.

#### **51112 PERIODICAL PUBLISHERS**

This industry comprises establishments known as magazine or periodical publishers. These establishments carry out the operations necessary for producing and distributing magazines and other periodicals, such as gathering, writing, and editing articles, and selling and preparing advertisements. These establishments may publish magazines and other periodicals in print or electronic form.

#### **5111 PT BOOK, DATABASE AND DIRECTORY, AND OTHER PUBLISHERS**

This NAICS industry group includes establishments classified in the following NAICS industries: 51113, Book Publishers; 51114, Database and Directory Publishers; and 51119, Other Publishers.

#### **51113 BOOK PUBLISHERS**

This industry comprises establishments known as book publishers. Establishments in this industry carry out design, editing, and marketing activities necessary for producing and distributing books. These establishments may publish books in print, electronic, or audio form.

#### **51114 DATABASE AND DIRECTORY PUBLISHERS**

This industry comprises establishments primarily engaged in publishing compilations and collections of information or facts that are logically organized to facilitate their use. These collections may be published in print or electronic form. Electronic versions may be provided directly to customers by the establishment or offered through on-line services or third-party vendors.

#### **51119 ALL OTHER PUBLISHERS**

This industry comprises establishments generally known as publishers (except newspaper, magazine, book, directory, database, music, and greeting card publishers). These establishments may publish works in print or electronic form. Examples include art print publishers, atlas publishers, calendar publishers, map publishers, and street map guide publishers.

#### **5112 SOFTWARE PUBLISHERS**

This industry comprises establishments primarily engaged in computer software publishing or publishing and reproduction. Establishments in this industry carry out operations necessary for producing and distributing computer software, such as designing, providing documentation, assisting in installation, and providing support services to software purchasers. These establishments may design, develop, and publish, or publish only.

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## **512 MOTION PICTURE AND SOUND RECORDING INDUSTRIES**

This NAICS industry group includes establishments classified in the following NAICS industries: 5121, Motion Picture and Video Industries; and 5122, Sound Recording Industries.

### **51211 MOTION PICTURE AND VIDEO PRODUCTION**

This industry comprises establishments primarily engaged in producing, or producing and distributing motion pictures, videos, television programs, or television and video commercials.

### **51212 MOTION PICTURE AND VIDEO DISTRIBUTION**

This industry comprises establishments primarily engaged in acquiring distribution rights and distributing film and video productions to motion picture theaters, television networks and stations, and exhibitors.

### **51213 MOTION PICTURE AND VIDEO EXHIBITION**

This industry comprises establishments primarily engaged in operating motion picture theaters and/or exhibiting motion pictures or videos at film festivals, and so forth.

### **51219 POSTPRODUCTION SERVICES AND OTHER MOTION PICTURE AND VIDEO INDUSTRIES**

This industry comprises establishments primarily engaged in providing postproduction services and other services to the motion picture industry, including specialized motion picture or video postproduction services, such as editing, film/tape transfers, subtitling, credits, closed captioning, and computer-produced graphics, animation and special effects, as well as developing and processing motion picture film.

### **51221 RECORD PRODUCTION**

This industry comprises establishments primarily engaged in record production (e.g., tapes, CDs). These establishments contract with artists and arrange and finance the production of original master recordings. Establishments in this industry hold the copyright to the master recording and derive most of their revenues from the sales, leasing, and licensing of master recordings. Establishments in this industry do not have their own duplication or distribution capabilities.

### **51222 INTEGRATED RECORD PRODUCTION/DISTRIBUTION**

This industry comprises establishments primarily engaged in releasing, promoting, and distributing sound recordings. These establishments manufacture or arrange for the manufacture of recordings, such as audio tapes/cassettes and compact discs, and promote and distribute these products to wholesalers, retailers, or directly to the public. Establishments in this industry produce master recordings themselves, or obtain reproduction and distribution rights to master recordings produced by record production companies or other integrated record companies.

### **51223 MUSIC PUBLISHERS**

This industry comprises establishments primarily engaged in acquiring and registering copyrights for musical compositions in accordance with law and promoting and authorizing the use of these compositions in recordings, radio, television, motion pictures, live performances, print, or other media. Establishments in this industry represent the interests of the songwriter or other owners of musical compositions to produce revenues from the use of such works, generally through licensing agreements. These establishments may own the copyright or act as administrator of the music copyrights on behalf of copyright owners.

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## **51224 SOUND RECORDING STUDIOS**

This industry comprises establishments primarily engaged in providing the facilities and technical expertise for sound recording in a studio. Establishments in this industry may provide audio production or postproduction services for producing master recordings, and may provide audio services for film, television, and video productions.

## **51229 OTHER SOUND RECORDING INDUSTRIES**

This industry comprises establishments primarily engaged in providing sound recording services (except record production, distribution, music publishing, and sound recording in a studio). Establishments in this industry provide services, such as the audio recording of meetings and conferences.

## **513 BROADCASTING AND TELECOMMUNICATIONS**

This NAICS industry group includes establishments classified in the following NAICS industries: 5131, Radio and Television Broadcasting; 5132, Cable Networks and Program Distribution; 5133, Telecommunications; 51331, Wired Telecommunications Carriers; 51332, Wireless Telecommunications Carriers (except satellite), and 5133 pt, Other Telecommunications.

### **51311 RADIO BROADCASTING**

This industry comprises establishments primarily engaged in broadcasting audio signals. These establishments operate radio broadcasting studios and facilities for the transmission of aural programming by radio to the public, to affiliates, or to subscribers. The radio programs may include entertainment, news, talk shows, business data, or religious services.

### **51312 TELEVISION BROADCASTING**

This industry comprises establishments primarily engaged in broadcasting images together with sound. These establishments operate television broadcasting studios and facilities for the programming and transmission of programs to the public. These establishments also produce or transmit visual programming to affiliated broadcast television stations, which in turn broadcast the programs to the public on a predetermined schedule. Programming may originate in their own studios, from an affiliated network, or from external sources.

### **51321 CABLE NETWORKS**

This industry comprises establishments primarily engaged in operating studios and facilities for the broadcasting of programs on a subscription or fee basis. The broadcast programming is typically narrowcast in nature (e.g., limited format, such as news, sports, education, or youth oriented). These establishments produce programming in their own facilities or acquire programming from external sources. The programming material is usually delivered to a third party, such as cable systems or direct-to-home satellite systems, for transmission to viewers.

### **51322 CABLE AND OTHER PROGRAM DISTRIBUTION**

This industry comprises establishments primarily engaged as third-party distribution systems for broadcast programming. The establishments of this industry deliver visual, aural, or textual programming received from cable networks, local television stations, or radio networks to consumers via cable or direct-to-home satellite systems on a subscription or fee basis. These establishments do not generally originate programming material.

### **5133 PT**

This NAICS industry group includes establishments classified in the following NAICS industries: 51333, Telecommunications Resellers; 51334 Satellite Telecommunications; and 51339, Other Telecommunications.

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### **51331 WIRED TELECOMMUNICATIONS CARRIERS**

This industry comprises establishments engaged in operating and maintaining switching and transmission facilities to provide direct communications via landlines, microwave, or a combination of landlines and satellite linkups; or furnishing telegraph and other nonvocal communications using their own facilities.

### **51332 WIRELESS TELECOMMUNICATIONS CARRIERS (EXCEPT SATELLITE)**

This industry comprises establishments primarily engaged in operating and maintaining switching and transmission facilities that provide direct communications via airwaves. Included in this industry are establishments providing wireless telecommunications network services, such as cellular telephone or paging services.

### **51333 TELECOMMUNICATIONS RESELLERS**

This industry comprises establishments primarily engaged in purchasing access and network capacity from owners and operators of the networks and reselling wired and wireless telecommunications services to businesses and households. Establishments in this industry resell telecommunications; they do not operate and maintain telecommunications switching and transmission facilities.

### **51334 SATELLITE TELECOMMUNICATIONS**

This industry comprises establishments primarily engaged in providing point-to-point telecommunications services to other establishments in the telecommunications and broadcasting industries by forwarding and receiving communications signals via a system of satellites or reselling satellite telecommunications.

### **51339 OTHER TELECOMMUNICATIONS**

This industry comprises establishments primarily engaged in providing specialized telecommunications applications, such as satellite tracking, communications telemetry, and radar station operations; or providing satellite terminal stations and associated facilities operationally connected with one or more terrestrial communications systems and capable of transmitting telecommunications to or receiving telecommunications from satellite systems.

## **514 INFORMATION SERVICES AND DATA PROCESSING SERVICES**

This NAICS industry group includes establishments classified in the following NAICS industries: 5141, Information Services; and 5142, Data Processing Services.

### **51411 NEWS SYNDICATES**

This industry comprises establishments primarily engaged in supplying information, such as news reports, articles, pictures, and features, to the news media.

### **51412 LIBRARIES AND ARCHIVES**

This industry comprises establishments primarily engaged in providing library or archive services. These establishments are engaged in maintaining collections of documents (e.g., books, journals, newspapers, and music) and facilitating the use of such documents (recorded information regardless of its physical form and characteristics) as are required to meet the informational, research, educational, or recreational needs of their user. These establishments may also acquire, research, store, preserve, and generally make accessible to the public historical documents, photographs, maps, audio material, audiovisual material, and other archival material of historical interest. All or portions of these collections may be accessible electronically.

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## **51419 OTHER INFORMATION SERVICES**

Industries in the Other Information Services subsector group establishments supplying information, storing information, providing access to information, and searching and retrieving information. The main components of the subsector are news syndicates, libraries, and archives.

## **5142 DATA PROCESSING SERVICES**

This industry comprises establishments primarily engaged in providing electronic data processing services. These establishments may provide complete processing and preparation of reports from data supplied by customers; specialized services, such as automated data entry services; or may make data processing resources available to clients on an hourly or timesharing basis.

## **5411 LEGAL SERVICES**

This NAICS industry group includes establishments classified in the following NAICS industries: 54111, Offices of Lawyers; and 54119, Other Legal Services.

### **54111 OFFICES OF LAWYERS**

This industry comprises offices of legal practitioners known as lawyers or attorneys (i.e., counselors-at-law) primarily engaged in the practice of law. Establishments in this industry may provide expertise in a range or in specific areas of law, such as criminal law, corporate law, family and estate law, patent law, real estate law, or tax law.

### **54119 OTHER LEGAL SERVICES**

This industry comprises establishments (except offices of lawyers and attorneys) primarily engaged providing specialized legal or paralegal services.

## **5412 ACCOUNTING, TAX PREPARATION, BOOKKEEPING, AND PAYROLL SERVICES**

This industry comprises establishments primarily engaged in providing services, such as auditing of accounting records, designing accounting systems, preparing financial statements, developing budgets, preparing tax returns, processing payrolls, bookkeeping, and billing.

## **5413 ARCHITECTURAL, ENGINEERING, AND RELATED SERVICES**

This NAICS industry group includes establishments classified in the following NAICS industries: 54131, Architectural Services; 54133, Engineering Services; 54134, Drafting Services; 54135, Building Inspection Services; 54136, Geophysical Surveying and Mapping Services; 54137, Surveying and Mapping (except Geophysical) Services; and 54138, Testing Laboratories.

### **54131 ARCHITECTURAL SERVICES**

This industry comprises establishments primarily engaged in planning and designing residential, institutional, leisure, commercial, and industrial buildings and structures by applying knowledge of design, construction procedures, zoning regulations, building codes, and building materials.

### **54133 ENGINEERING SERVICES**

This industry comprises establishments primarily engaged in applying physical laws and principles of engineering in the design, development, and utilization of machines, materials, instruments, structures, processes, and systems. The assignments undertaken by these establishments may involve any of the following activities: provision of advice, preparation of feasibility studies, preparation of preliminary and final plans and designs, provision of technical services during the construction or installation phase, inspection and evaluation of engineering projects, and related services.

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#### **54134 DRAFTING SERVICES**

This industry comprises establishments primarily engaged in drawing detailed layouts, plans, and illustrations of buildings, structures, systems, or components from engineering and architectural specifications.

#### **54135 BUILDING INSPECTION SERVICES**

This industry comprises establishments primarily engaged in providing building inspection services. These establishments typically evaluate all aspects of the building structure and component systems and prepare a report on the physical condition of the property, generally for buyers or others involved in real estate transactions. Building inspection bureaus and establishments providing home inspection services are included in this industry.

#### **54136 GEOPHYSICAL SURVEYING AND MAPPING SERVICES**

This industry comprises establishments primarily engaged in gathering, interpreting, and mapping geophysical data. Establishments in this industry often specialize in locating and measuring the extent of subsurface resources, such as oil, gas, and minerals, but they may also conduct surveys for engineering purposes. Establishments in this industry use a variety of surveying techniques depending on the purpose of the survey, including magnetic surveys, gravity surveys, seismic surveys, or electrical and electromagnetic surveys.

#### **54137 SURVEYING AND MAPPING (EXCEPT GEOPHYSICAL) SERVICES**

This industry comprises establishments primarily engaged in performing surveying and mapping services of the surface of the earth, including the sea floor. These services may include surveying and mapping of areas above or below the surface of the earth, such as the creation of view easements or segregating rights in parcels of land by creating underground utility easements.

#### **54138 TESTING LABORATORIES**

This industry comprises establishments primarily engaged in performing physical, chemical, and other analytical testing services, such as acoustics or vibration testing, assaying, biological testing (except medical and veterinary), calibration testing, electrical and electronic testing, geotechnical testing, mechanical testing, nondestructive testing, or thermal testing. The testing may occur in a laboratory or on-site.

#### **5414 SPECIALIZED DESIGN SERVICES**

This NAICS industry group includes establishments classified in the following NAICS industries: 54141, Interior Design Services; 54142, Industrial Design Services; 54143, Graphic Design Services, and 54149, Other Specialized Design Services.

#### **54141 INTERIOR DESIGN SERVICES**

This industry comprises establishments primarily engaged in planning, designing, and administering projects in interior spaces to meet the physical and aesthetic needs of people using them, taking into consideration building codes, health and safety regulations, traffic patterns and floor planning, mechanical and electrical needs, and interior fittings and furniture. Interior designers and interior design consultants work in areas, such as hospitality design, health care design, institutional design, commercial and corporate design, and residential design. This industry also includes interior decorating consultants engaged exclusively in providing aesthetic services associated with interior spaces.

#### **54142 INDUSTRIAL DESIGN SERVICES**

This industry comprises establishments primarily engaged in creating and developing designs and specifications that optimize the use, value, and appearance of their products. These services can include the determination of the materials, construction, mechanisms, shape, color, and surface

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finishes of the product, taking into consideration human characteristics and needs, safety, market appeal, and efficiency in production, distribution, use, and maintenance. Establishments providing automobile or furniture industrial design services or industrial design consulting services are included in this industry.

### **54143 GRAPHIC DESIGN SERVICES**

This industry comprises establishments primarily engaged in planning, designing, and managing the production of visual communication in order to convey specific messages or concepts, clarify complex information, or project visual identities. These services can include the design of printed materials, packaging, advertising, signage systems, and corporate identification (logos). This industry also includes commercial artists engaged exclusively in generating drawings and illustrations requiring technical accuracy or interpretative skills.

### **54149 OTHER SPECIALIZED DESIGN SERVICES**

This industry comprises establishments primarily engaged in providing professional design services (except architectural, landscape architecture, engineering, interior, industrial, graphic, and computer system design).

### **5415 COMPUTER SYSTEMS DESIGN AND RELATED SERVICES**

This industry comprises establishments primarily engaged in providing expertise in the field of information technologies through one or more of the following activities: 1) writing, modifying, testing, and supporting software to meet the needs of a particular customer; 2) planning and designing computer systems that integrate computer hardware, software, and communication technologies; 3) on-site management and operation of clients computer systems and/or data processing facilities; and 4) other professional and technical computer-related advice and services.

### **5416 MANAGEMENT, SCIENTIFIC, AND TECHNICAL CONSULTING SERVICES**

This NAICS industry group includes establishments classified in the following NAICS industries: 54161, Management Consulting Services; 54162, Environmental Consulting Services; and 54169, Other Scientific and Technical Consulting Services.

#### **54161 MANAGEMENT CONSULTING SERVICES**

This industry comprises establishments primarily engaged in providing advice and assistance to businesses and other organizations on administrative management issues, such as strategic and organizational planning, financial planning and budgeting, marketing objectives and policies, human resource policies, practices, and planning; production scheduling; and control planning.

#### **54162 ENVIRONMENTAL CONSULTING SERVICES**

This industry comprises establishments primarily engaged in providing advice and assistance to businesses and other organizations on environmental issues, such as the control of environmental contamination from pollutants, toxic substances, and hazardous materials. These establishments identify problems (e.g., inspect buildings for hazardous materials), measure and evaluate risks, and recommend solutions. They employ a multidisciplinary staff of scientists, engineers, and other technicians with expertise in areas, such as air and water quality, asbestos contamination, remediation, and environmental law. Establishments providing sanitation or site remediation consulting services are included in this industry.

#### **54169 OTHER SCIENTIFIC AND TECHNICAL CONSULTING SERVICES**

This industry comprises establishments primarily engaged in providing advice and assistance to businesses and other organizations on scientific and technical issues (except environmental).



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## **5417 SCIENTIFIC RESEARCH AND DEVELOPMENT SERVICES**

This NAICS industry group includes establishments classified in the following NAICS industries: 54171, Research and Development, in the Physical, Engineering, and Life Sciences; and 54172, Research and Development in the Social Sciences and Humanities.

### **54171 RESEARCH AND DEVELOPMENT IN THE PHYSICAL, ENGINEERING, AND LIFE SCIENCES**

This industry comprises establishments primarily engaged in conducting research and experimental development in the physical, engineering, or life sciences, such as agriculture, electronics, environmental, biology, botany, biotechnology, computers, chemistry, food, fisheries, forests, geology, health, mathematics, medicine, oceanography, pharmacy, physics, veterinary, and other allied subjects.

### **54172 RESEARCH AND DEVELOPMENT IN THE SOCIAL SCIENCES AND HUMANITIES**

This industry comprises establishments primarily engaged in conducting research and analyses in cognitive development, sociology, psychology, language, behavior, economic, and other social science and humanities research.

## **5418 ADVERTISING AND RELATED SERVICES**

This NAICS industry group includes establishments classified in the following NAICS industries: 54181, Advertising Agencies; 54182, Public Relations Agencies; 54183, Media Buying Agencies; 54184, Media Representatives; 54185, Display Advertising; 54186, Direct Mail Advertising; 54187, Advertising Material Distribution Services; and 54189, Other Services Related to Advertising.

### **54181 ADVERTISING AGENCIES**

This industry comprises establishments primarily engaged in creating advertising campaigns and placing such advertising in periodicals, newspapers, radio and television, or other media. These establishments are organized to provide a full range of services (i.e., through in-house capabilities or subcontracting), including advice, creative services, account management, production of advertising material, media planning, and buying (i.e., placing advertising).

### **54182 PUBLIC RELATIONS AGENCIES**

This industry comprises establishments primarily engaged in designing and implementing public relations campaigns. These campaigns are designed to promote the interests and image of their clients. Establishments providing lobbying, political consulting, or public relations consulting are included in this industry.

### **54183 MEDIA BUYING AGENCIES**

This industry comprises establishments primarily engaged in purchasing advertising time or space from media outlets and reselling it to advertising agencies or individual companies directly.

### **54184 MEDIA REPRESENTATIVES**

This industry comprises establishments of independent representatives primarily engaged in selling media time or space for media owners.

### **54185 DISPLAY ADVERTISING**

This industry comprises establishments primarily engaged in creating and designing public display advertising, campaign materials, such as printed, painted, or electronic displays, and/or placing such displays on indoor or outdoor billboards and panels, or on or within transit vehicles or facilities, shopping malls, retail (in-store) displays, and other display structures or sites.



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## **54186 DIRECT MAIL ADVERTISING**

This industry comprises establishments primarily engaged in (1) creating and designing advertising campaigns for the purpose of distributing advertising materials (e.g., coupons, flyers, samples) or specialties (e.g., key chains, magnets, pens with customized messages imprinted) by mail or other direct distribution; and/or (2) preparing advertising materials or specialties for mailing or other direct distribution. These establishments may also compile, maintain, sell, and rent mailing lists.

## **54187 ADVERTISING MATERIAL DISTRIBUTION SERVICES**

This industry comprises establishments primarily engaged in the direct distribution or delivery of advertisements (e.g., circulars, coupons, handbills) or samples. Establishments in this industry use methods, such as delivering advertisements or samples door-to-door, placing flyers or coupons on car windshields in parking lots, or handing out samples in retail stores.

## **54189 OTHER SERVICES RELATED TO ADVERTISING**

This industry comprises establishments primarily engaged in providing advertising services (except advertising agency services, public relations agency services, media buying agency services, media representative services, display advertising services, direct mail advertising services, advertising material distribution services, and marketing consulting services).

## **5419 OTHER PROFESSIONAL, SCIENTIFIC, AND TECHNICAL SERVICES**

This NAICS industry group includes establishments classified in the following NAICS industries: 54191, Marketing Research and Public Opinion Polling; 54193, Translation and Interpretation Services; and 54199, All Other Professional, Scientific, and Technical Services.

### **54191 MARKETING RESEARCH AND PUBLIC OPINION POLLING**

This industry comprises establishments primarily engaged in systematically gathering, recording, tabulating, and presenting marketing and public opinion data.

### **54192 PHOTOGRAPHIC SERVICES**

This industry comprises establishments primarily engaged in providing still, video, or digital photography services. These establishments may specialize in a particular field of photography, such as commercial and industrial photography, portrait photography, and special events photography. Commercial or portrait photography studios are included in this industry.

### **54193 TRANSLATION AND INTERPRETATION SERVICES**

This industry comprises establishments primarily engaged in translating written material and interpreting speech from one language to another and establishments primarily engaged in providing sign language services.

### **54199 ALL OTHER PROFESSIONAL, SCIENTIFIC, AND TECHNICAL SERVICES**

This industry comprises establishments primarily engaged in the provision of professional, scientific, or technical services (except legal services; accounting, tax preparation, bookkeeping, and related services; architectural, engineering, and related services; specialized design services; computer systems design and related services; management, scientific, and technical consulting services; scientific research and development services; advertising and related services; market research and public opinion polling; photographic services; translation and interpretation services; and veterinary services).

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## **541 PT OTHER PROFESSIONAL, SCIENTIFIC AND TECHNICAL SERVICES**

This NAICS industry group includes establishments classified in the following NAICS industries: 5411, Legal Services; 5414, Specialized Design Services; 5417, Scientific Research and Development Services; and 5419, All Other Professional, Scientific and Technical Services.

## **561 ADMINISTRATIVE AND SUPPORT SERVICES**

This NAICS industry group includes establishments classified in the following NAICS industries: 5613, Employment Services; 5615, Travel Arrangement and Reservation Services; and 561 pt, Other Administrative and Support Services.

### **5611 OFFICE ADMINISTRATIVE SERVICES**

This industry comprises establishments primarily engaged in providing a range of day-to-day office administrative services, such as financial planning; billing and recordkeeping; personnel; and physical distribution and logistics. These establishments do not provide operating staff to carry out the complete operations of a business.

### **5612 FACILITIES SUPPORT SERVICES**

This industry comprises establishments primarily engaged in providing operating staff to perform a combination of support services within a clients facilities. Establishments in this industry typically provide a combination of services, such as janitorial; maintenance; trash disposal; guard and security; mail routing reception; laundry; and related services to support operations within facilities. These establishments provide operating staff to carry out these support activities; but, are not involved with or responsible for the core business or activities of the client. Establishments providing facilities (except computer and/or data processing) operation support services and establishments operating correctional facilities (i.e., jails) on a contract or fee basis are included in this industry.

### **5613 EMPLOYMENT SERVICES**

This NAICS industry group includes establishments classified in the following NAICS industries: 56131, Employment Placement Agencies; 56132, Temporary Help Services; and 56133, Employee Leasing Services.

#### **56131 EMPLOYMENT PLACEMENT AGENCIES**

This industry comprises establishments primarily engaged in listing employment vacancies and in referring or placing applicants for employment. The individuals referred or placed are not employees of the employment agencies.

#### **56132 TEMPORARY HELP SERVICES**

This industry comprises establishments primarily engaged in supplying workers to clients businesses for limited periods of time to supplement the working force of the client. The individuals provided are employees of the temporary help service establishment. However, these establishments do not provide direct supervision of their employees at the clients work sites.

#### **56133 EMPLOYEE LEASING SERVICES**

This industry comprises establishments primarily engaged in providing human resources and human resource management services to staff client businesses. Establishments in this industry operate in a coemployment relationship with client businesses or organizations and are specialized in performing a wide range of human resource and personnel management duties, such as payroll accounting, payroll tax return preparation, benefits administration, recruiting, and managing labor relations. Employee leasing establishments typically acquire and lease back some or all of the employees of their clients and serve as the employer of the leased employees for payroll,

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benefits, and related purposes. Employee leasing establishments exercise varying degrees of decision making relating to their human resource or personnel management role, but do not have management accountability for the work of their clients operations with regard to strategic planning, output, or profitability. Professional employer organizations (PEO) and establishments providing labor or staff leasing services are included in this industry.

## **5614 BUSINESS SUPPORT SERVICES**

This NAICS industry group includes establishments classified in the following NAICS industries: 56141, Document Preparation Services; 56142, Telephone Call Centers; 56143, Business Service Centers; 56144, Collection Agencies; and 56145, Credit Bureaus.

### **56141 DOCUMENT PREPARATION SERVICES**

This industry comprises establishments primarily engaged in one or more of the following: (1) letter or resume writing; (2) document editing or proofreading; (3) typing, word processing, or desktop publishing; and (4) stenographic (except court reporting or stenotype recording), transcription, and other secretarial services.

### **56142 TELEPHONE CALL CENTERS**

This industry comprises (1) establishments primarily engaged in answering telephone calls and relaying messages to clients and (2) establishments primarily engaged in providing telemarketing services on a contract or fee basis for others, such as promoting clients products or services by telephone; taking orders for clients by telephone; and soliciting contributions or providing information for clients by telephone. These establishments never own the product or provide the services they are representing and generally can originate and/or receive calls for others.

### **56143 BUSINESS SERVICE CENTERS**

This industry comprises (1) establishments primarily engaged in providing mailbox rental and other postal and mailing services (except direct mail advertising); (2) establishments generally known as copy centers or shops primarily engaged in providing photocopying, duplicating, blue-printing, and other document copying services, without also providing printing services (e.g., offset printing, quick printing, digital printing, prepress services); and (3) establishments engaged in providing a range of office support services (except printing services), such as document copying services, facsimile services, word processing services, on-site PC rental services, and office product sales.

### **56144 COLLECTION AGENCIES**

This industry comprises establishments primarily engaged in collecting payments for claims and remitting payments collected to their clients.

### **56145 CREDIT BUREAUS**

This industry comprises establishments primarily engaged in compiling information, such as credit and employment histories on individuals and credit histories on businesses, and providing the information to financial institutions, retailers, and others who have a need to evaluate the credit worthiness of these persons and businesses.

## **5615 TRAVEL ARRANGEMENT AND RESERVATION SERVICES**

This NAICS industry group includes establishments classified in the following NAICS industries: 56151, Travel Agencies; 56152, Tour Operators; and 56159, Other Travel Arrangement and Reservation Services.

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## **56151 TRAVEL AGENCIES**

This industry comprises establishments primarily engaged in acting as agents in selling travel, tour, and accommodation services to the general public and commercial clients.

## **56152 TOUR OPERATORS**

This industry comprises establishments primarily engaged in arranging and assembling tours. The tours are sold through travel agencies or tour operators. Travel or wholesale tour operators are included in this industry.

## **56159 OTHER TRAVEL ARRANGEMENT AND RESERVATION SERVICES**

This industry comprises establishments (except travel agencies and tour operators) primarily engaged in providing travel arrangement and reservation services.

## **5616 INVESTIGATION AND SECURITY SERVICES**

This NAICS industry group includes establishments classified in the following NAICS industries: 56161, Investigation, Guard, and Armored Car Services; and 56162, Security Systems Services.

### **56161 INVESTIGATION, GUARD, AND ARMORED CAR SERVICES**

This industry comprises establishments primarily engaged in providing one or more of the following: (1) investigation and detective services; (2) guard and patrol services; and (3) picking up and delivering money, receipts, or other valuable items with personnel and equipment to protect such properties while in transit.

### **56162 SECURITY SYSTEM SERVICES**

This industry comprises establishments engaged in (1) selling security systems, such as burglar and fire alarms and locking devices, along with installation, repair, or monitoring services or (2) remote monitoring of electronic security alarm systems.

## **5617 SERVICES TO BUILDINGS AND DWELLINGS**

This NAICS industry group includes establishments classified in the following NAICS industries: 56171, Exterminating and Pest Control Services; 56172, Janitorial Services; and 56179, Other Services to Buildings and Dwellings.

### **56171 EXTERMINATING AND PEST CONTROL SERVICES**

This industry comprises establishments primarily engaged in exterminating and controlling birds, mosquitoes, rodents, termites, and other insects and pests (except for crop production and forestry production). Establishments providing fumigation services are included in this industry.

### **56172 JANITORIAL SERVICES**

This industry comprises establishments primarily engaged in cleaning building interiors, interiors of transportation equipment (e.g., aircraft, rail cars, ships), and/or windows.

### **56174 CARPET AND UPHOLSTERY CLEANING SERVICES**

This industry comprises establishments primarily engaged in cleaning and dyeing used rugs, carpets, and upholstery.

### **56179 OTHER SERVICES TO BUILDINGS AND DWELLINGS**

This industry comprises establishments primarily engaged in providing services to buildings and dwellings (except exterminating and pest control; janitorial; landscaping care and maintenance; and carpet and upholstery cleaning).

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## **5619 OTHER SUPPORT SERVICES**

This NAICS industry group includes establishments classified in the following NAICS industries: 56191, Packaging and Labeling Services; 56192, Convention and Trade Show Organizers; and 56199, All Other Support Services.

### **56191 PACKAGING AND LABELING SERVICES**

This industry comprises establishments primarily engaged in packaging client owned materials. The services may include labeling and/or imprinting the package.

### **56192 CONVENTION AND TRADE SHOW ORGANIZERS**

This industry comprises establishments primarily engaged in organizing, promoting, and/or managing events, such as business and trade shows, conventions, conferences, and meetings (whether or not they manage and provide the staff to operate the facilities in which these events take place).

### **56199 ALL OTHER SUPPORT SERVICES**

This industry comprises establishments primarily engaged in providing day-to-day business and other organizational support services (except office administrative services, facilities support services, employment services, business support services, travel arrangement and reservation services, security and investigation services, services to buildings and other structures, packaging and labeling services, and convention and trade show organizing services).

## **561 PT OTHER ADMINISTRATIVE AND SUPPORT SERVICES**

This NAICS industry group includes establishments classified in the following NAICS industries: 5611, Office Administrative Services; 5612, Facilities Support Services; 5614, Business Support Services; 5616, Investigation and Security Services; 5617, Services to Buildings and Dwellings; and 5619, Other Support Services.

## **562 WASTE MANAGEMENT AND REMEDIATION SERVICES**

This NAICS industry group includes establishments classified in the following NAICS industries: 56211, Waste Collection; 56221, Waste Treatment and Disposal; 56291, Remediation Services; 56292, Materials Recovery Facilities; and 56299, All Other Waste Management Services.

### **56211 WASTE COLLECTION**

This industry comprises establishments primarily engaged in 1) collecting and/or hauling hazardous waste, nonhazardous waste, and/or recyclable materials within a local area and/or 2) operating hazardous or nonhazardous waste transfer stations. Hazardous waste collection establishments may be responsible for the identification, treatment, packaging, and labeling of waste for the purposes of transport.

### **56221 WASTE TREATMENT AND DISPOSAL**

This industry comprises establishments primarily engaged in 1) operating waste treatment or disposal facilities (except sewer systems or sewage treatment facilities) or 2) the combined activity of collecting and/or hauling of waste materials within a local area and operating waste treatment or disposal facilities. Waste combustors or incinerators (including those that may produce byproducts such as electricity), solid waste landfills, and compost dumps are included in this industry.

### **56291 REMEDIATION SERVICES**

This industry comprises establishments primarily engaged in one or more of the following: (1) remediation and cleanup of contaminated buildings, mine sites, soil, or ground water; (2) integrated mine reclamation activities, including demolition, soil remediation, waste water treatment, hazardous material removal, contouring land, and revegetation; and (3) asbestos, lead paint, and other toxic material abatement.

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## **56292 MATERIALS RECOVERY FACILITIES**

This industry comprises establishments primarily engaged in (1) operating facilities for separating and sorting recyclable materials from nonhazardous waste streams (i.e., garbage) and/or (2) operating facilities where commingled recyclable materials, such as paper, plastics, used beverage cans, and metals, are sorted into distinct categories.

## **56299 ALL OTHER WASTE MANAGEMENT SERVICES**

This industry comprises establishments primarily engaged in waste management services (except waste collection, waste treatment and disposal, remediation, operation of materials recovery facilities, and waste management consulting services).

## **622 HOSPITALS**

This NAICS industry group includes establishments classified in the following NAICS industries: 6221, General Medical and Surgical Hospitals; 6222, Psychiatric and Substance Abuse Hospitals; and 6223, Specialty (except Psychiatric and Substance Abuse) Hospitals.

### **6221 GENERAL MEDICAL AND SURGICAL HOSPITALS**

This industry comprises establishments known and licensed as general medical and surgical hospitals primarily engaged in providing diagnostic and medical treatment (both surgical and nonsurgical) to inpatients with any of a wide variety of medical conditions. These establishments maintain inpatient beds and provide patients with food services that meet their nutritional requirements. These hospitals have an organized staff of physicians and other medical staff to provide patient care services. These establishments usually provide other services, such as outpatient services, anatomical pathology services, diagnostic X-ray services, clinical laboratory services, operating room services for a variety of procedures, and pharmacy services.

### **6222 PSYCHIATRIC AND SUBSTANCE ABUSE HOSPITALS**

This industry comprises establishments known and licensed as psychiatric and substance abuse hospitals primarily engaged in providing diagnostic, medical treatment, and monitoring services for inpatients who suffer from mental illness or substance abuse disorders. The treatment often requires an extended stay in the hospital. These establishments maintain inpatient beds and provide patients with food services that meet their nutritional requirements. They have an organized staff of physicians and other medical staff to provide patient care services. Psychiatric, psychological, and social work services are available at the facility. These hospitals usually provide other services, such as outpatient services, clinical laboratory services, diagnostic X-ray services, and electroencephalograph services.

### **6223 SPECIALTY (EXCEPT PSYCHIATRIC AND SUBSTANCE ABUSE) HOSPITALS**

This industry consists of establishments known and licensed as specialty hospitals primarily engaged in providing diagnostic and medical treatment to inpatients with a specific type of disease or medical condition (except psychiatric or substance abuse). Hospitals providing longterm care for the chronically ill and hospitals providing rehabilitation, restorative, and adjustive services to physically challenged or disabled people are included in this industry. These establishments maintain inpatient beds and provide patients with food services that meet their nutritional requirements. They have an organized staff of physicians and other medical staff to provide patient care services. These hospitals may provide other services, such as outpatient services, diagnostic X-ray services, clinical laboratory services, operating room services, physical therapy services, educational and vocational services, and psychological and social work services.

## **623 NURSING AND RESIDENTIAL CARE FACILITIES**

This NAICS industry group includes establishments classified in the following NAICS industries: 6231, Nursing Care Facilities; 6232, Residential Mental Retardation Facilities; 62322, Residential Mental Health and Substance Abuse Facilities; 623311, Continuing Care Retirement Communities; 623312, Homes for the Elderly; and 6239, Other Residential Care Facilities.

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## **6231 NURSING CARE FACILITIES**

This industry comprises establishments primarily engaged in providing inpatient nursing and rehabilitative services. The care is generally provided for an extended period of time to individuals requiring nursing care. These establishments have a permanent core staff of registered or licensed practical nurses who, along with other staff, provide nursing and continuous personal care services.

## **62321 RESIDENTIAL MENTAL RETARDATION FACILITIES**

This industry comprises establishments (e.g., group homes, hospitals, intermediate care facilities) primarily engaged in providing residential care services for persons diagnosed with mental retardation. These facilities may provide some health care, though the focus is room, board, protective supervision, and counseling.

## **62322 RESIDENTIAL MENTAL HEALTH AND SUBSTANCE ABUSE FACILITIES**

This industry comprises establishments primarily engaged in providing residential care and treatment for patients with mental health and substance abuse illnesses. These establishments provide room, board, supervision, and counseling services. Although medical services may be available at these establishments, they are incidental to the counseling, mental rehabilitation, and support services offered. These establishments generally provide a wide range of social services in addition to counseling.

## **62331 COMMUNITY CARE FACILITIES FOR THE ELDERLY**

This industry comprises establishments primarily engaged in providing residential and personal care services for (1) the elderly and other persons who are unable to fully care for themselves and/or (2) the elderly and other persons who do not desire to live independently. The care typically includes room, board, supervision, and assistance in daily living, such as housekeeping services. In some instances these establishments provide skilled nursing care for residents in separate on-site facilities.

## **6239 OTHER RESIDENTIAL CARE FACILITIES**

This industry comprises establishments primarily engaged in providing residential care (except residential mental retardation facilities, residential health and substance abuse facilities, continuing care retirement communities, and homes for the elderly). These establishments also provide supervision and personal care services.